

**GOVERNOR'S COMMISSION  
ON  
MINORITY AND WOMEN'S BUSINESS ENTERPRISES**

**June 12, 2006  
MINUTES**

The Governor's Commission on Minority and Women's Business Enterprises met on June 12, 2006 at 1:00pm, in the Indiana Government Center South, Conference Center Room B, in Indianapolis, IN.

**ROLL CALL**

**Commission members present:**

Carrie Henderson, Commissioner, Indiana Department of Administration  
Tony Kirkland, Executive Assistant Governor Mitchell E. Daniels  
Rae Pearson, Alpha Rae Personnel  
Pam Fisher, Michael Maurer Proxy, Secretary of Commerce  
Nell Hill, Caesars Indiana  
Martha Kenley for Thomas Sharp, INDOT  
Sylvia Trotter, Trotter Construction Company  
Angela Faulkner, Target Strategies  
Gary Gibson, Gibson & Associates, LLC  
William Harmon, Harmon Construction  
Gregory Porter, Indiana State Representative  
Priya Wharton, Tri-Star Engineering

**Commission members absent:**

Billie Breaux, Indiana State Senator  
Charles Garcia, G. M. Construction Company

**CALL TO ORDER**

The meeting was called to order by Chairman Tony Kirkland. There were enough committee members present to establish a quorum.

**CHAIRMAN KIRKLAND WELCOME**

Chairman Kirkland welcomed the commission members and the attendees. Chairman Kirkland went on to inform the commission that he has been busy with different venues of engagement from talking about minority and women's business across the state, to the Colts Stadium initiative drive on the Minority and Women's Business participation, and dealing with the Gary airport regional development.

**MINUTES**

Chairman Kirkland directed discussion regarding the Minutes from the September 12, 2005, December 12, 2005 and March 13, 2006 meetings. Commission meeting minutes were e-mailed to Commissioners prior to the meeting. **Commissioner Hill moved and Commissioner Harmon seconded that the previous minutes be approved. Motion carried unanimously.**

## **DEPUTY COMMISSIONER'S REPORT**

Claudia Cummings, Deputy Commissioner for Minority and Women's Business Enterprises Division, gave the Deputy Commissioner's Report which was handed out to all commission members prior to the start of the meeting.

- Commissioner Gibson stated that the spreadsheet regarding the Lucas Oil Stadium numbers was very helpful. He went on to ask about tracking the actual performance and asked if those numbers could be made available to the commission members.
  - Deputy Commissioner Cummings answered that this document is provided by the Stadium Authority. Cummings went on to answer that she believes there is an effort underway that is attempting to track the actuals. She is not certain that they have worked everything out, but will make a note to inquire about that and provide the commissioners with a copy when it is available.

Chairman Kirkland asked for any more questions for Deputy Commissioner Cummings regarding the Deputy Commissioner's Report. There were none. Chairman Kirkland moved onto new business dealing with the Contract Demo System.

Deputy Commissioner Cummings introduced the contract demo system and stated that a power point presentation was presented at the last meeting on the upcoming enhancement and the new system to track contract dollars and spend dollars in regards to the minority and women businesses. Deputy Commissioner Cummings stated that since the last quarter, the system has moved from a presentation, showing you what we are going to do, to an actual demo of what we have done so far. What was presented is not in production. It is still in development, but is close to completion. This system is for tracking contracts throughout state government, and more than just MWBE information. The system will be able to be queried, gathering the information everyone wants to see. The Consultant, Barclay Nothaus was present to walk the commission through the demo of the new system. Michael Stern, the subject matter expert, from procurement, was available to answer questions on data that will be going into the system.

Barclay Nothaus, the programmer developing the system, discussed the contract system saying that the system will be used to streamline documentation rather than manually compiling the documentation. The system will allow reporting to be done faster, reduce redundancy, and increase the accuracy of the data. The system will be able to query a variety of things to pull data and get it out to the public. The system will be rolling out in the beginning of July, and will be able to tie the contact information to the purchase orders in the future.

## **REPORT TO THE GOVERNOR AND LEGISLATIVE COUNCIL FOR MARCH 1, 2005 TO OCTOBER 1, 2005**

Chairman Tony Kirkland moved onto the adoption of the Reports to the Governor and Legislative Council including a combined report for March 1, 2005 and October 1, 2005 and another report for March 1, 2006. Both reports were passed out at the last commission meeting as well as emailed to the commissioners.

Deputy Commissioner Claudia Cummings stated that there was not a quorum in the past meetings to adopt them. After the last meeting, the reports were sent on unofficially, as instructed by the commission, to the Legislative Council. They will be officially forwarded on to the Council after the commission adopts them.

Chairman Kirkland stated that he needed a motion to adopt both reports. **Commissioner Gibson moved and Commissioner Pearson seconded that the previous 2 reports be approved. Motion carried unanimously.**

## **NEW BUSINESS**

Chairman Kirkland moved to the Disparity Study on the Minority and Women's Business Enterprises Division done by Bucher and Christian. Chairman Kirkland stated that this presentation was only the partial report, that a final result will be available at a second meeting, which must be done by July 1.

Justin Christian, CEO of Bucher and Christian, introduced the Bucher and Christian team involved in the Disparity Study. He termed this presentation a pre-final draft of the study. Copies of the presentation, presented by Justin Christian, Jeff Lilly, and Latisha Turner, were given to the commission members only for decision making.

Justin Christian stated that in the following meeting, the quantitative data will be presented along with recommendations to improve the process for the future.

Chairman Kirkland asked if there were any questions from the commission members for the Bucher and Christian team.

Commissioner Priya Wharton stated that the studies were done for 04-05, but they were not comparing the goals vs. the actuals.

Justin Christian stated that the purpose of the study is to track what the capacity for Indiana MWBE firms is vs the entire population of firms, then assess utilization vs. that capacity and present that data to the committee. Based on that presentation it is the commission's responsibility to set the participation goals for the year ahead. Consultants do not get involved in the participation goal portion. Christian also stated that it is not their responsibility to make recommendations as to what the participation goals should be.

Deputy Commissioner Claudia Cummings stated that on page 11 of the draft report, in section 3-2.2 there is discussion about the various goals over time.

Commissioner Priya Wharton asked if small contracts were set aside.

Deputy Commissioner Claudia Cummings stated that small contracts are not set aside and it is not in our statutes to do so.

Commissioner Wharton asked if this report was based on small business contracts or large business contracts. She also stated that the dollar value of the contracts utilized has to be tied to the data.

Commissioner Henderson commented on the size of the contracts studied by the disparity study. Commissioner Henderson also replied that this is why actual check amounts were used in the study, not contract amounts.

Commissioner Faulkner asked if on the final Disparity Study report there will be a breakdown on disciplines as to what the average revenue to MWBEs was.

Jeff Lilly answered that there will be a breakdown of the 3 main industry categories: construction, professional services, and procurement. There will not be an actual spend per contract per area because of the use of warrants as the unit of measurement.

Commissioner Gibson asked why there was such a difference between this disparity study and the Mason-Tillman study.

Jeff Lilly stated that the Mason-Tillman study included large areas of participation from different state agencies and that their firm used warrant analysis.

Commissioner Gibson asked if they could speak to the data cleansing.

Jeff Lilly discussed the data cleansing process.

Commissioner Gibson asked if the final version will include capacity data.

Jeff Lilly answered in the affirmative.

Commissioner Henderson asked why the SOBC, gaming commission, universities, and the lottery were excluded.

Deputy Commissioner Cummings stated that the statute was amended and specified what was to be included.

Commissioner Henderson stated that on pg 11 she did not see a goal column.

Deputy Commissioner Cummings stated that the Mason-Tillman study, once complete, stated the goals generally as the availability.

Commissioner Gibson stated that the goals were set to the availability which was determined by the Mason-Tillman Study.

Commissioner Trotter asked if Bucher and Christian will be making recommendations.

Justin Christian stated that they are looking at making process recommendations, not policy recommendations.

Chairman Kirkland moved to the contract system demo discussion. Barclay Nothaus went through the actual demo, demonstrating how it would work.

There was discussion on the contract demo system.

Chairman Kirkland stated that Sheri Leeman would be heading up the planning of the next meeting. He also stated that Sheri Leeman will notify the commissioners.

The Commission then took public comments from the audience.

## **ADJOURNMENT**

Meeting adjourned at approximately 2:30 pm.

Respectfully submitted,

Sheri Leeman  
Commission Secretary